



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

***REVISED 04-12-2017**

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: April 5, 2017

SUBJECT: JEFFERSON COUNTY Meetings – Week of April 10, 2017

April 10, 2017 Monday	UW Extension Education Committee *Parks Committee (Agenda Revised) Drainage Board Administration and Rules Committee	8:30 a.m. 9:30 a.m. 9:30 a.m. 4:30 p.m.	UW Extension 864 Collins, Rm 12, Jefferson Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson Fort Atkinson Public Library 209 Merchants Ave, Fort Atkinson
April 11, 2017 Tuesday	Board of Canvassers Human Services Board Joint meeting of Highway & Infrastructure Committees Infrastructure Committee	8:30 a.m. 8:30 a.m. 11:00 a.m. Immediately following joint meeting	Jefferson County Courthouse 311 S. Center Ave, Rm 109, Jefferson Workforce Development Center 874 Collins Rd, Rm 103, Jefferson Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
April 12, 2017 Wednesday	No Scheduled County Meetings		
April 13, 2017 Thursday	*Finance Committee (Agenda Revised) Child Death Review Team (CDRT) Zoning Board of Adjustment – Site Inspections Zoning Board of Adjustment – Public Hearing	8:30 a.m. 8:30 a.m. 10:45 a.m. 1:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson UW Extension 864 Collins Rd, Rm 12, Jefferson Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
April 14, 2017 Friday	Courthouse Closed		
April 15, 2017 Saturday	No Scheduled County Meetings		
April 16, 2017 Sunday	No Scheduled County Meetings		



**University Extension Education Committee Agenda
Jefferson County
864 Collins Road, Room 12
Jefferson WI 53549**

DATE: Monday, April 10, 2017

TIME: 8:30 a.m.

Committee Members: Glen Borland Gregg Patrick
Peter Hartz John Kannard
Lloyd Zastrow

1. Call to Order
 2. Roll Call (to establish a quorum)
 3. Certification of Compliance with Open Meetings Law
 4. Approval of Agenda (for possible rearrangement)
 5. Approval of University Extension Education Committee Minutes from March 13, 2017
 6. Communications
 7. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
 8. Update, Discussion and Input on the nEXT Generation Models
 9. Update on Jefferson County Farm Technology Days (July 2019)
 10. Review of 2017 Departmental Budget
 11. Discussion and Possible Decision on Charging 4-H Enrollment Fee
 12. Discussion of Monthly Agent Reports – LaVern Georgson, Bruce Jones
 13. Discussion to Identify Future Agenda Topics
 14. Adjourn
- Next Scheduled Meeting: Monday, May 8, 2017

**A quorum of any Jefferson County Committee, Commission or other body, including the
Jefferson County Board of Supervisors, may be present at this meeting.**

**Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator
24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.**

“Enriching people with knowledge, perspective, skills and aspirations. “University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

Parks Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 203
Jefferson, WI 53549
***REVISED 04-07-2017**

Date: Monday, April 10, 2017

Time: 9:30 a.m.

Committee members: Foelker, Matt
Kelly, Mike
Nass, Steve

Payne, Laura
Tietz, Augie

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Park Committee minutes for March 6, 2017 and March 21, 2017
6. Communications
7. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible Action on Pohlmann Park Silo
9. ***Discussion and Possible Action on the Proposed Koshkonong Road Project Adjacent to Jefferson County Indian Mounds and Trail Park**
10. Discussion and Possible Action on Request to Donate a Granite Bench to Carnes Park
11. Discussion and Possible Action on entering into a Lease with the WIDNR for Management of the Palmyra Environmental Learning Center
12. Discussion and Possible Action on Garman Sign Planning and Purchase for the Garman Nature Preserve
13. Discussion and Possible Action on Food Truck Sales in County Parks
14. Discussion and Possible Action on Flood Mitigation Properties
15. Discussion and Possible Action on Historic Sites Preservation Council
16. Discussion on Canoecopia
17. Discussion on the Interurban Trail Project
18. Discussion on Event Planning for the Grand Opening of the Rock River Trail
19. Discussion on Glacial Heritage Area (GHA) –Friends of GHA
20. Review of Financial Statements (January 2017) and Department Update – Parks Department
21. Adjourn

Next scheduled meetings: May 1, 2017
June 5, 2017
July 3, 2017
August 7, 2017

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

JEFFERSON COUNTY FARM DRAINAGE BOARD

Monthly Board Meeting
Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson, WI 53549

Monday, April 10, 2017

9:30A.M.

AGENDA

1. Call meeting to order
2. Update on Drain 36
3. Update on Drain 44
4. Update on Drain 14B
5. Culvert Hwy Q and Drain 32
6. Landowner Inquiry North of Lake Mills on Hwy 89
7. Pay bills
8. Motion to adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County board of Supervisors, may be present at this meeting.

Special Needs Request- Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

AGENDA

Administration & Rules Committee

**Fort Atkinson Public Library
209 Merchants Avenue
Lorine Niedecker Room
Fort Atkinson, WI 53538**

Monday, April 10, 2017, 4:30 p.m.

Committee Members

Amy Rinard, Chair; Jim Braughler, Vice-Chair; Steve Nass, Secretary; Jennifer Hanneman; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Interview candidates for Supervisory District 29
7. Discussion and possible action on recommending appointment of District 29 Supervisor
8. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**Human Services Board Agenda - Jefferson County
Jefferson County Workforce Development Center
874 Collins Road, Room 103
Jefferson, WI 53549**

Date: Tuesday, April 11, 2017 Time: 8:30 a.m.

Committee Members:

**Mode, Jim (Chair)
Jones, Dick (Vice Chair)
Kutz, Russell
Tietz, Augie**

**McKenzie, John (Secretary)
Crouse, Cynthia
Schultz, Jim**

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the April 11, 2017 Agenda**
- 5. Public Comments (Members of the Public who wish to address the Board on specific agenda items must register their request at this time.)**
- 6. Approval of March 14, 2017 Board Minutes**
- 7. Communications**
- 8. Review of the February, 2017 Financial Statement**
- 9. Discuss and Approve March, 2017 Vouchers**
- 10. Division Updates: Child and Family Division, Behavioral Health, Administration, Economic Support, and Aging & Disability Resource Center**
- 11. Director's Report**
- 12. Discuss Updates from Wisconsin County Human Services Association including update on Human Services Day at the Capital**
- 13. Discuss Potential Agenda Items for May Board Meeting.**
- 14. Adjourn**

Next Scheduled Meetings:

Tuesday, May 9, 2017 at 8:30 a.m.

Tuesday, June 13, 2017 at 4:00 p.m.

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County board of Supervisors, may be present at this meeting.

Special Needs Request - Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**Joint Meeting
Infrastructure Committee
Highway Committee**

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson WI 53549

Tuesday, April 11, 2017

11:00 a.m.

Infrastructure Committee Members

Glen Borland, Greg David (Chair), Dick Jones, John Kannard, Laura Payne

Highway Committee Members

Jim Braughler, Ron Buchanan, Mike Kelly, Blane Poulson, Don Reese (Chair)

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
(Members of the public who wish to address the committee on a specific agenda items must register their request at this time)
6. Approval of the February 1, 2016 Joint Committee meeting minutes
7. Communications
8. Discussion and Possible Action on Bids for Satellite Shop
9. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body,
including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

Infrastructure Committee

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson WI 53549

***Tuesday**, April 11, 2017

Immediately following the Joint Committee meeting with Highway

Committee Members

Glen Borland, Greg David-Chair, Dick Jones, John Kannard-Vice Chair, Laura Payne-Secretary

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
(Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Communications
7. Approval of the March 14, 2017 Infrastructure Committee meeting minutes
8. Update on the outdoor space plan
9. Update on the restroom remodeling
10. Discussion and possible action on courthouse parking areas
11. Financial Reports (January & February)
 - a. Central Services
 - b. Management Information Systems (MIS)
12. Discuss future meeting schedule. Set next meeting date (May 3, 2017)
13. Discuss potential agenda items for the Committee's next meeting
14. Tour of Courthouse – South End
15. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body,
including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson, WI 53549
***REVISED 4-11-2017**

Date: Thursday, April 13, 2017

Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Kutz, Russell (Secretary)
	Rinard, Amy	Jaeckel, George
	Hanneman, Jennifer (Vice Chair)	

Note-these are estimated times for agenda items

1. Call to order (8:30 a.m.)
2. Roll call (establish a quorum) (8:30 a.m.)
3. Certification of compliance with the Open Meetings Law (8:30 a.m.)
4. Approval of the agenda (8:30 a.m.)
5. Approval of Finance Committee minutes for March 9, 2017. (8:30 a.m.)
6. Communication (8:35 a.m.)
7. Public comment (Members of the public who wish to address the Committee must register their request at this time) (8:35 a.m.)
8. Discussion and possible action on approval of out of state travel to Alabama for a training session by the Department of Homeland Security for Diane Nelson at the Health Department. (8:40 a.m.)
9. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties (8:45 a.m.)
10. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties.
11. Reconvene in open session (9:05 a.m.)
12. Discussion and possible action on foreclosing on tax delinquent properties (9:05 a.m.)
13. ***Discussion and possible action on contingency fund transfer of \$30,000 for replacement of 30 Human Services' laptops and docking stations to have the old computers available for training of the new ERP system. (9:10 a.m.)**
14. ***Discussion and possible action on contingency fund transfer of \$20,000 for Farm Technology Days. (9:15 a.m.)**
15. ***Discussion and possible action on contingency fund transfer of \$10,000 for an architectural study of the judicial parking lot (9:20 a.m.)**
16. ***Discussion and possible action on amending Ordinance No. 2008-12 regarding bill payment procedures (9:25 a.m.)**
17. Review of the financial statements and department update for February 2017-Finance Department. (9:30 a.m.)
18. Review of the financial statements and department update for February 2017-Treasurer Department. (9:30 a.m.)
19. Review of the financial statements and department update for February 2017-Child Support Department. (9:35 a.m.)
20. Discussion on 2017 projections of budget vs. actual. (9:35 a.m.)
21. Discussion of funding of projects related to the new Highway Facilities and sale of old Highway Facilities (9:40 a.m.)
22. ***Discussion and possible action to amend the Highway Satellite Facilities project budget (9:45 a.m.)**
23. Update on contingency fund balance (9:50 a.m.)
24. Set future meeting schedule, next meeting date, and possible agenda items (9:50 a.m.)
25. Payment of invoices (9:50 a.m.)
26. Adjourn (10:20 a.m.)

Next scheduled meetings:

Thursday, May 11, 2017 Regular Meeting
Thursday, June 8, 2017 Regular Meeting
Thursday, July 13, 2017 Regular Meeting
Thursday, August 10, 2017 Regular Meeting

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



Jefferson County Health Department

1541Annex Road Jefferson, WI 53549 920-674-7275 Phone 920-674-7477 (FAX)

www.jeffersoncountywi.gov

Jefferson County Child Death Review Team (CDRT)

Thursday April 13, 2017 at 8:30AM

UW Extension Room 12, 864 Collins Rd Jefferson

MEETING AGENDA

*Children's Health Alliance of Wisconsin,
Community Services Coordinator*

City of Lake Mills Police Department

Fort Atkinson Police Department

*Fort Health Care, Internal Med and
Pediatrics Provider*

Fort Health Care, OB nurse

Jefferson County District Attorney office

*Jefferson County Health Department,
Director/Health Officer*

*Jefferson County Health Department, PH
Program Manager*

*Jefferson County Health Department,
Public Health Nurse*

*Jefferson County Human Services, Child
Protective Services*

*Jefferson County Human Services,
Outpatient Mental Health/ AODA*

*Jefferson County Sheriff's Office,
Detective, Drug Task Force*

Jefferson County WIC Director

Jefferson County, Medical Examiner

Jefferson Police Department, Detective

PADA, Legal Advocate

Village of Palmyra Fire and Rescue

Waterloo Police Department

Watertown Fire/EMS, Assistant Chief

*Watertown Health Department, Health
Officer*

Watertown Police Department

*Watertown Regional Medical Center, ED RN
Navigator*

*Watertown Regional Medical Center,
Pediatrics/Women's Health Manager*

*Watertown Unified School District,
Guidance Counselor*

I. Call to Order

II. Open Session

A. Roll Call

B. Certification of Compliance with the open meetings laws

C. Public Comment (Members of the public who wish to address the Committee must register their request at this time)

D. Introduction of any new members

E. Discussion of Confidentiality and signing of agreement

F. Approval of minutes from January 12, 2017 CDR meeting

G. Review of cases and work accomplished

H. Motion to convene into closed session for the purpose of discussing confidential information relating to the unexpected deaths of specific children, pursuant to: Wis. Stat 19.85 (1)(d)(considering strategy for crime detection or prevention);

Wis. Stat 19.85(1)(f)(considering medical, social or personal histories of specific persons or preliminary consideration of the investigation of charges against specific persons or preliminary consideration of the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or involved in such investigations);

Wis. Stat 48.981(7)(limiting public disclosure of child-specific information disclosed to child death review team);

Wis. Stat 146.82(2)(b)(restricting re-disclosure of medical information contained in records obtained pursuant to law);

Wis. Stat 48.78(2)(a)(restricting re-disclosure of information in records of child protective agency); and

Wis. Stat 48.396 (limiting disclosure of law enforcement records of children).

III. Closed session

A. Discussion relating to 4 unexpected deaths of young adults up to age 25

B. Motion to return to open session

IV. Reconvene open session

A. Next meeting date – July 20, 2017, October 12, 2017

Adjourn

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Dale Weis, Chair; Janet Sayre Hoeft, Vice-Chair; Don Carroll, Secretary;
Paul Hynek, First Alternate; Aari Roberts, Second Alternate

PUBLIC HEARING *BEGINS AT 1:00 P.M. ON APRIL 13, 2017 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

CALL TO ORDER FOR BOARD MEMBERS *IS AT 10:45 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

SITE INSPECTION FOR BOARD MEMBERS *LEAVES AT 11:00 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 10:45 a.m.*
2. *Roll Call (Establish a Quorum)*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Approval of the Agenda*
5. *Approval of February 9, 2017 Meeting Minutes*
6. *Communications and Public Comment*
7. *Site Inspections – Beginning at 11:00 a.m. and Leaving from Room 203*
V1595-17 – Alta Genetics USA, Inc., PIN 032-0815-2014-000 at N8355 High Road in the Town of Watertown
8. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
9. *Explanation of Process by Board of Adjustment Chair*

NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

NOTICE IS HEREBY GIVEN that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, April 13, 2017 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. The matter to be heard is an application for variance from terms of the Jefferson County Zoning Ordinance. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; discussion and possible action shall be occur after public hearing on the following:

V1595-17 – Peter Schwabe, Inc./Alta Genetics USA, Inc.: *Variance from Sec. 11.07(d)2 of the Jefferson County Zoning Ordinance to allow an addition at less than the required centerline setback to High Road, Town of Watertown. The site is on PIN 032-0815-2014-000 (23.895 Acres) at N8355 High Road in an A-1, Exclusive Agricultural zone.*

10. Discussion and Possible Action on Above Petition

11. Adjourn

If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.

Additional information on Zoning can be found at www.jeffersoncountywi.gov